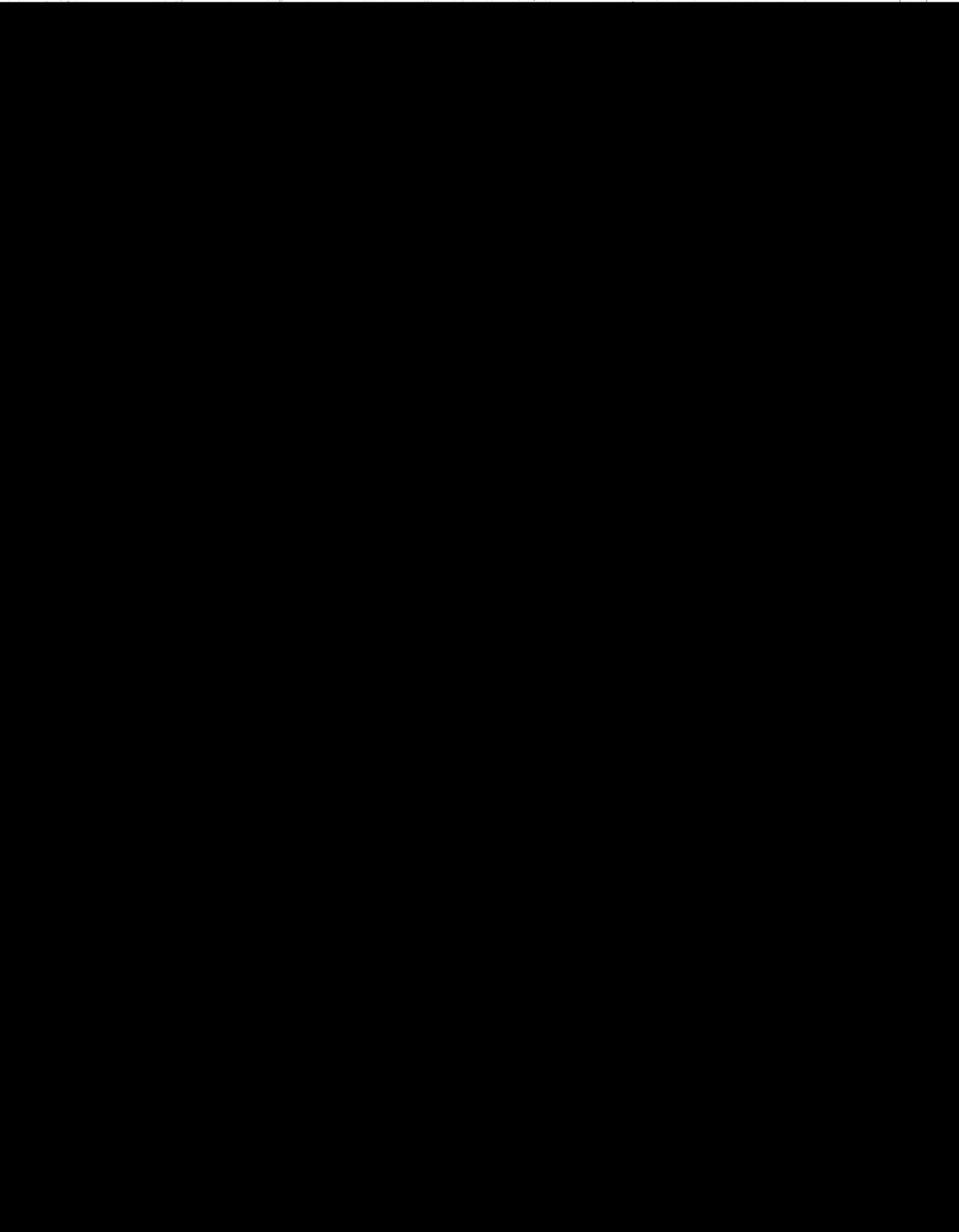


OPERATIONS (DRAFTS)

1 of 5

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2-4453

29 December 1951

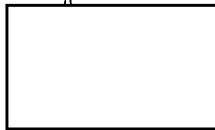
MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT:

25X1

1. The attached revised regulation reflects the decision to transfer the subject responsibility from the Office of Operations to the Office of Collection and Dissemination indicated at a Staff Conference of the Director of Central Intelligence.

2. The concurrences of all interested Offices are attached. The verbal concurrence of each Office to the addition of a new paragraph B (3) to satisfy interests of the Office of Policy Coordination is also indicated on the original concurrence sheet of the Office.



25X1

W. L. PEEL

Attachments

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Security Information

DEC 31 1951

Page Denied

Next 28 Page(s) In Document Denied

STANDARD FORM NO. 64

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SECURITY INFORMATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Organization & Methods Service

FROM : Assistant Deputy (Inspection and Security)

DATE: 6 June 52

SUBJECT:

25X1

1. Reference is made to your memorandum dated 5 June 1952 requesting concurrence or other comments concerning the attached proposed revision of CIA Regulation No.

25X1

2. I concur in the revision of the above regulation.

Colonel, GSC

25X1

Attachment:

CIA Reg. No. (cy)

25X1

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SECURITY INFORMATION

JUN 9 1952

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SECURITY INFORMATION

OC-6805

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Organization and Methods Service **DATE:** 16 June 1952
FROM : Chief, Policy & Liaison Staff, OCI
SUBJECT: O&M Service Memo, dated 5 June 1952, re Proposed Revision of CIA
Regulation No.

25X1

This Office concurs in the proposed revision of CIA
Regulation No.

25X1

FOR THE ASSISTANT DIRECTOR, CURRENT INTELLIGENCE:



25X1

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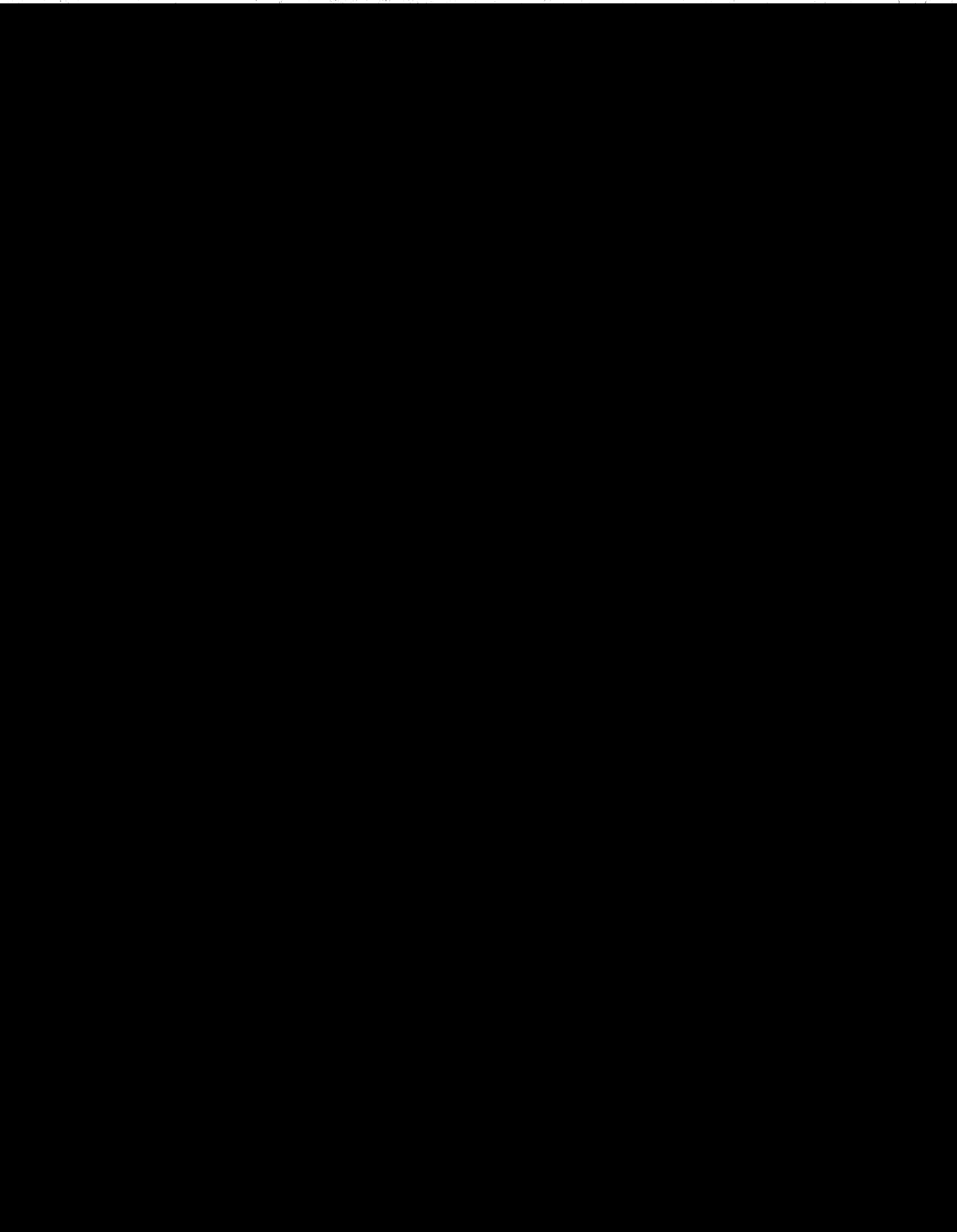
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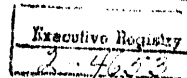
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OPERATIONS (DRAFTS)

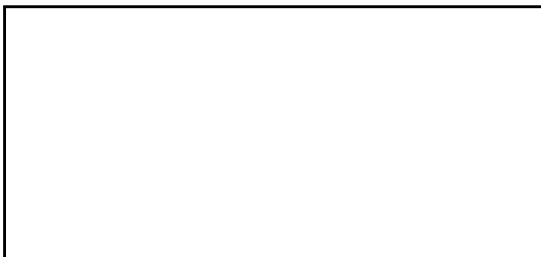
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2 of 5






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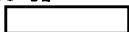


8 January 1952

MEMORANDUM FOR: Deputy Director (Administration)


SUBJECT: CIA Regulation No. 

25X1

1. The subject Regulation was prepared by Office of Operations to fill the gap presently existing in our 

25X1

2. During the coordination of this Regulation, a change suggested by OSO was incorporated. Concurrence of OCD, OIC and ORR were obtained after agreement that this Regulation would not prejudice future consideration of other FDD functions, primarily exploitation. The concurrences of all interested Agency Offices are attached.

3. Recommend approval and immediate issuance. 



25X1

W. L. Peel)

Attns:

SECURITY INFORMATION

Page Denied

Next 1 Page(s) In Document Denied

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OIC- ORR

SECURITY INFORMATION

2 November 1951

MEMORANDUM FOR: Advisor for Management

FROM: Assistant Director for Intelligence
Coordination

SUBJECT: Translation Service

I am returning the proposed Regulation ☐ without my concurrence. I do so even though, as it stands, there is little in it to which I can take exception. I cannot concur, however, because:

25X1

(a) I have some reservations as to the desirability of issuing regulations covering only a part of the services of FDD, and

(b) Our office as you know is making a study of FDD in conjunction with O/O. The conclusions of this study may shortly require a total reexamination of the Regulations pertaining to FDD. I therefore feel that the issuance of Regulation ☐ should be deferred.

25X1

25X1

Encl: Proposed ☐

25X1

1

STANDARD FORM NO. 64

CONFIDENTIAL

SECURITY INFORMATION

ORR

Office Memorandum • UNITED STATES GOVERNMENT

TO : Advisor for Management

FROM : Assistant Director, Research and Reports

SUBJECT: Proposed Regulation Translation Service

DATE: 5 November 1951

430043

1. While ORR has no objection to the contents of the proposed regulation, it feels that it should not concur at the present time in view of the following facts:

a. Proposed regulation does not cover the total FDD function.

b. FDD's functions are presently the subject of a survey to determine its role in the intelligence organization.

2. Pending completion of the survey, ORR feels that it would be premature to concur in the issuance of this regulation.

25X1

MFM:at

Distribution:

Addressee	O&I
AD/RR	2

SECURITY INFORMATION

CONFIDENTIAL

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Next 5 Page(s) In Document Denied

RESTRICTED

Details for Publication of a Reference Aid Series
by Foreign Documents Division

Reproduction : Multilith from paper plates prepared by FDD
Binding : Three hole punch for filing in three-ring binder
Size : 8 x 10 $\frac{1}{2}$ inches
Pages : 1 to 35
Issues/Year : 10 to 15
Cover : Simple, prepared by FDD (sample attached)
Classification : Cover only, as required. Contents generally unclassified.
Production priority: None

RESTRICTED

RESTRICTED

REFERENCE AIDS NO 1

Compiled and Prepared by

FOREIGN DOCUMENTS DIVISION

1951

GLOSSARY OF CHINESE SCIENTIFIC TERMS

IMPORTANT NOTE

THE CONTENT OF THIS PUBLICATION IS UNCLASSIFIED AND MAY BE DISSEMINATED WITHIN OR OUTSIDE THE US GOVERNMENT AS UNCLASSIFIED AT THE DISCRETION OF APPROPRIATE RECIPIENT OFFICERS. IF SUCH DISSEMINATION IS MADE, HOWEVER, THE CONFIDENTIAL COVER SHEET MUST BE DETACHED AND NEITHER THE CENTRAL INTELLIGENCE AGENCY NOR THE US GOVERNMENT BE CITED AS THE SOURCE OF THIS WORK.

**CENTRAL INTELLIGENCE AGENCY
2430 E Street, NW
Washington, D C**

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Security Information

C O P Y

24 September 1951

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT : Proposal for New Publication by Foreign Documents Division

REFERENCE : Memorandum of Assistant Director for Operations to Advisor for Management, dated 31 July 1951.

1. It is recognized that this type of publication places little or no additional workload on the Foreign Documents Division, since the analysts, as a part of their exploitation activity, card this information for their own use. Only the editorial phase of the publication is additional workload.

25X1

2. The Assistant Director for Intelligence Coordination expressed the opinion (verbally expressed by Mr. [] of that staff) that this publication need not be classified by an NSCID as a service of common concern. Therefore, it should be published and disseminated to such intelligence analysts in the Government who may have need for it.

3. The Deputy Assistant Director for Collection and Dissemination stated that dissemination of this type of publication within the Agency and to other intelligence agencies is permissible under Agency dissemination policy. He further stated that the additional workload required within the Office of Collection and Dissemination was negligible and could be handled by the staff now on duty.

4. The additional workload placed on the Reproduction facilities of the Agency is very small. It is anticipated that approximately 500 pages each being reproduced in 125 copies, or 72,500 impressions per year, would be processed.

5. It is recommended that this series of issuances be approved for publication with the following condition:

a. If dissemination exceeds 150 copies or if the number of pages published increases greatly, the project be re-examined.

-1-

RESTRICTED
Security Information

COPY

-2-

b. The transliteration tables now in process of publication as a separate series be included within this series, and both become a manual type publication.

[redacted]
Advisor for Management

25X1

Attchs: 2

/s/ JAMES M. ANDREWS
Assistant Director for Collection and Dissemination

/s/ JAMES Q. RIEBER

/s/ AJS for HOWARD J. PRESTON

/s/ [redacted] with the understanding that line three of paragraph #2 should
Assistant Director for Operations read "need not be classified by
an NSCID as a service of common
concern." 25X1

1st page rewritten as desired
by [redacted] - OCD concurred 25X1
by phone.

/s/ JDA 24 Sept 51

Approved: Walter Reid Wolf DD/A
27 September 51

RESTRICTED

Page Denied

Next 41 Page(s) In Document Denied

STATSPEC

OPERATIONS (DRAFTS)

3 of 5

SECRET



Page Denied

Next 5 Page(s) In Document Denied

- 2 -

First Endorsement

FROM: Assistant Director, Collection and Dissemination
TO: Chief, General Services
SUBJECT: Dissemination of CIA-Produced Intelligence Information
and Intelligence

With reference to Paragraph 3, above, concurrence is confirmed.

25X1

JAMES M. ANDREWS

SECRET

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Next 1 Page(s) In Document Denied

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, General Services

DATE: 6 March 1952

FROM : Chief, Administrative Service

SUBJECT: Proposed Revised Regulations Nos. [REDACTED]
"Dissemination of CIA Proposed Intelligence and
Intelligence Information."

25X1

1. It appears that the subject regulations concern Administrative Service only with respect to the distribution and reproduction of materials. We concur in the proposed regulation, however, we would like to make the following comments for your information:

Paragraph 7D states that OGD will be responsible for arranging for the physical distribution of materials when the materials fall within the dissemination responsibility of OGD. (Under-scoring supplied.) As you know, problems do occur in connection with the physical distribution of materials and we have always understood that such problems would be taken up through the OGD liaison division. As the regulation proposes, it appears that we will be responsible for clarifying these problems with the offices and customers of materials disseminated by offices other than OGD.

[REDACTED] 25X1

14 Mar.

The interpretation noted here is being discussed separately by OGD and Admin Services - [REDACTED]

25X1

SECRET

Security Information

MAR 6 1952

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Security Information

10 March 1952

MEMORANDUM FOR THE CHIEF, GENERAL SERVICES

25X1

SUBJECT : Regulations No. [REDACTED] "Dissemination
of CIA-Produced Intelligence and Intelligence Infor-
mation

REFERENCE: Your memorandum dated 25 February

1. This office concurs in the draft regulations forwarded
under reference memorandum.

[REDACTED]

25X1

D/Asst. Director/Adm.
National Estimates

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25X1

25X1

25X1
25X1

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STANDARD FORM NO. 64

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SECURITY INFORMATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, General Services

DATE: 29 February 1952

FROM : Assistant Director, Current Intelligence

SUBJECT: Regulations No. [REDACTED], "Dissemination of CIA-Produced 25X1 Intelligence and Intelligence Information ", dated 25 February 1952.

This office concurs with subject regulations.

[REDACTED]

25X1

KINGMAN DOUGLASS


CONFIDENTIAL

SECURITY INFORMATION



MAR 4 1952

MEMORANDUM FOR: Chief, General Services

SUBJECT: Regulations No.  25X1
"Dissemination of CIA-Produced Intelligence
and Intelligence Information."

REFERENCE: Draft of Subject Regulations dated
25 February 1952

OSO concurs.



25X1

Acting Assistant Director
Special Operations

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Next 2 Page(s) In Document Denied

Office Memorandum • UNITED STATES GOVERNMENT

TO : Advisor for Management

FROM :

SUBJECT: CIA Regulation on Dissemination

DATE: 1 December 1951

25X1

1. One and three-quarters hours of discussion on the subject regulation is briefly summarized as follows:

a. There appeared to be unanimous agreement that the dissemination responsibility should be centralized in the Agency, the AD/CD being the logical point. However, all Office representatives evidenced reluctance to grant to AD/CD the authority required to discharge the assigned responsibility. They indicated that the authorization of dissemination should rest with the Office of origin. This conflict still requires resolution. It appears that it will probably be resolved by spelling out in the regulation restrictions on authority of AD/CD and by charging the AD/CD with the duty of coordinating the dissemination of certain types of publications with the originating Offices. This compromise would be essentially what we are now doing and will result in little change. We would achieve a better regulation in which the role of AD/CD will be more fully clarified. Discussion on this point concluded with DAD/CD agreeing to define in writing the problem as presented to permit further discussion at the next meeting of the group.

b. It was agreed that all phases of dissemination would be treated in one regulation with special paragraphs being devoted to exceptions to the general policy such as (1) limitations on distribution of raw intelligence or (2) dissemination to foreign governments.

c. Protection of source was considered to be of such importance that it alone will provide the basis for many of the exceptions to the authority of the AD/CD. This phase is being further considered and reduced to writing jointly by the OO and OSO representatives.

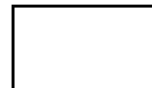
d. The meeting was adjourned to be continued at 10:30 Tuesday 4 December in Room 2101 "M" building.

2. From the discussion this morning, it appears the Management should be concerned with steering the thinking of the group to obtain:

a. A direct assignment of responsibility to one individual and means supplied him to discharge such responsibility.

b. Coordination between OCD and offices of origin be effected in the simplest manner to forestall creation of additional workload for either OCD or the originating Office or unnecessary duplication of effort between such Offices.

25X1



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25X1

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STANDARD FORM NO. 64

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Office Memorandum • UNITED STATES GOVERNMENT

25X1

TO : Management
Attn: Mr. [REDACTED], Rm 207, 2210 E St.
FROM : Deputy Assistant Director
Collection and Dissemination
SUBJECT: Revision of CIA Regulation [REDACTED]

DATE: 28 September 1951

25X1

25X1

Transmitted herewith is a proposed revision of CIA Regulation [REDACTED]
prepared by OCD. This revision contains provisions included in the
present CIA Regulations [REDACTED]

25X1

25X1

[REDACTED]
Colonel, USMC (Ret)
Deputy Assistant Director
Collection and Dissemination

~~SECRET~~

9/29/51

Page Denied

Next 4 Page(s) In Document Denied

30 August 1951

MEMORANDUM FOR: Advisor for Management

FROM: Assistant Director, OCD

SUBJECT: Revision of CIA Regulation ☐

25X1

Inventory records and stock copies of finished intelligence are currently maintained in Administrative Services. It is therefore recommended that paragraph I(2) of CIA Regulation ☐ be changed to reflect this transfer of function.

25X1

☐ 25X1

JAMES H. ANDREWS

*See memorandum
dated 10/1/51, p. 2-3
for details.*

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SEP 4 1951

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Next 25 Page(s) In Document Denied

25X1

OPERATIONS (DRAFTS)

4 of 5

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D R A F T

**CENTRAL INTELLIGENCE AGENCY
Washington 25, D.C.**

Date

**ADMINISTRATIVE INSTRUCTION
NO. _____**

SUBJECT: Watch Policy

**REFERENCE: Administrative Instruction No. _____
5 January 1951**

25X1

A(2)

- 1. Add to paragraph 1.b. of reference instruction
the following sentence:**

should.
**The Assistant Director for Current Intelligence
(formerly Special Services) ~~must~~ be informed
immediately whenever any changes occur in the names,
addresses, or telephone numbers of "on call" personnel.**

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

~~MURRAY MCCONNEL~~
**Deputy Director
(Administration)**

**Draft prepared by: Commander _____ USNR
Chief, Situation Room Branch, CID**

25X1

Recommended by:

Chief, CID

25X1

Recommended by:

**Kingman Douglass
AD/CI**

CONFIDENTIAL

25X1

25X1

25X1

25X1

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Next 34 Page(s) In Document Denied

Executive Registry
2-3780

CONFIDENTIAL
SECURITY INFORMATION

26 November 1951

MEMORANDUM TO: Deputy Director (Administration)

SUBJECT: Proposed CIA [redacted] Evaluation of
Information Reports.

25X1

1. The attached proposed Regulation sets forth the purpose, nature, and responsibility for the evaluation of CIA information reports.

2. Coordination has been effected, and concurrences obtained from the following:

ORR	OO
OSI	OSO
OCI	OPC
ONE	OCD

3. Recommend approval.

25X1

[redacted]

Advisor for Management

Attchs

CONFIDENTIAL
SECURITY INFORMATION

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① CA 0203

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, O & M Service
FROM : Acting Chief, Foreign Intelligence
SUBJECT: Proposed CIA Regulation No.

DATE: 1 August 1952

25X1

1. This office concurs in the changes in this proposed regulation recommended by the Deputy Director (Intelligence) as set forth in your memorandum of 17 July 1952.

Acting Chief
Foreign Intelligence

25X1

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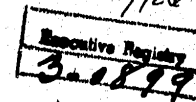
SECURITY INFORMATION

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Security Information



14 July 1952

MEMORANDUM FOR: Chief, Organization and Methods

SUBJECT : Proposed CIA Regulation

25X1

REFERENCE : Your Memorandum of 30 June

1. This Office circulated copies of subject proposed regulation transmitted under referenced memorandum and subsequently circulated revised substitute proposed regulation submitted by your Office 7 July.

2. The following Offices concur without comment: O/RR, O/CI, O/CD, O/IO, O/NE, O/SI.

3. O/CD has submitted two proposed changes as outlined in memorandum to DD/I from Acting AD/O, dated 9 July 1952, attached hereto.

4. O/DD/I concurs in the changes proposed by O/CD and, subject to such changes, concurs in the proposed regulation.

Executive Officer/DDI

25X1

Attachment - 1

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Security Information

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Security Information

Executive Registry
3-0899

14 July 1952

MEMORANDUM FOR: Chief, Organization and Methods

SUBJECT : Proposed CIA Regulation

25X1

REFERENCE : Your Memorandum of 30 June

1. This Office circulated copies of subject proposed regulation transmitted under referenced memorandum and subsequently circulated revised substitute proposed regulation submitted by your Office 7 July.
2. The following Offices concur without comment: O/RR, O/CI, O/CD, O/IC, O/NE, O/SI.
3. O/CD has submitted two proposed changes as outlined in memorandum to DD/I from Acting AD/O, dated 9 July 1952, attached hereto.
4. O/DD/I concurs in the changes proposed by O/CD and, subject to such changes, concurs in the proposed regulation.

25X1

Executive Officer/DDI

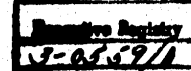
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Security Information

30 June 1952

MEMORANDUM FOR: Deputy Director (Intelligence)
Deputy Director (Plans) ✓
Assistant Director for Policy Coordination

SUBJECT: Proposed CIA Regulation No. []

25X1

25X1

1. There is attached for your approval, proposed CIA Regulation No. [] which has been recommended for publication by the Assistant Director for Special Operations pursuant to informal agreement reached at a meeting held on 5 June 1952, at which the following Offices were represented: ORR, OSI, OO, OCI, OCD, OIC AND OSO.

25X1

2. It will be appreciated if you will submit your concurrence or other comment to the Organization and Methods Service by 7 July 1952.

25X1

W. L. PREL
Chief,
Organization & Methods Service

Attch.

Proposed CIA Regulation No. []

25X1

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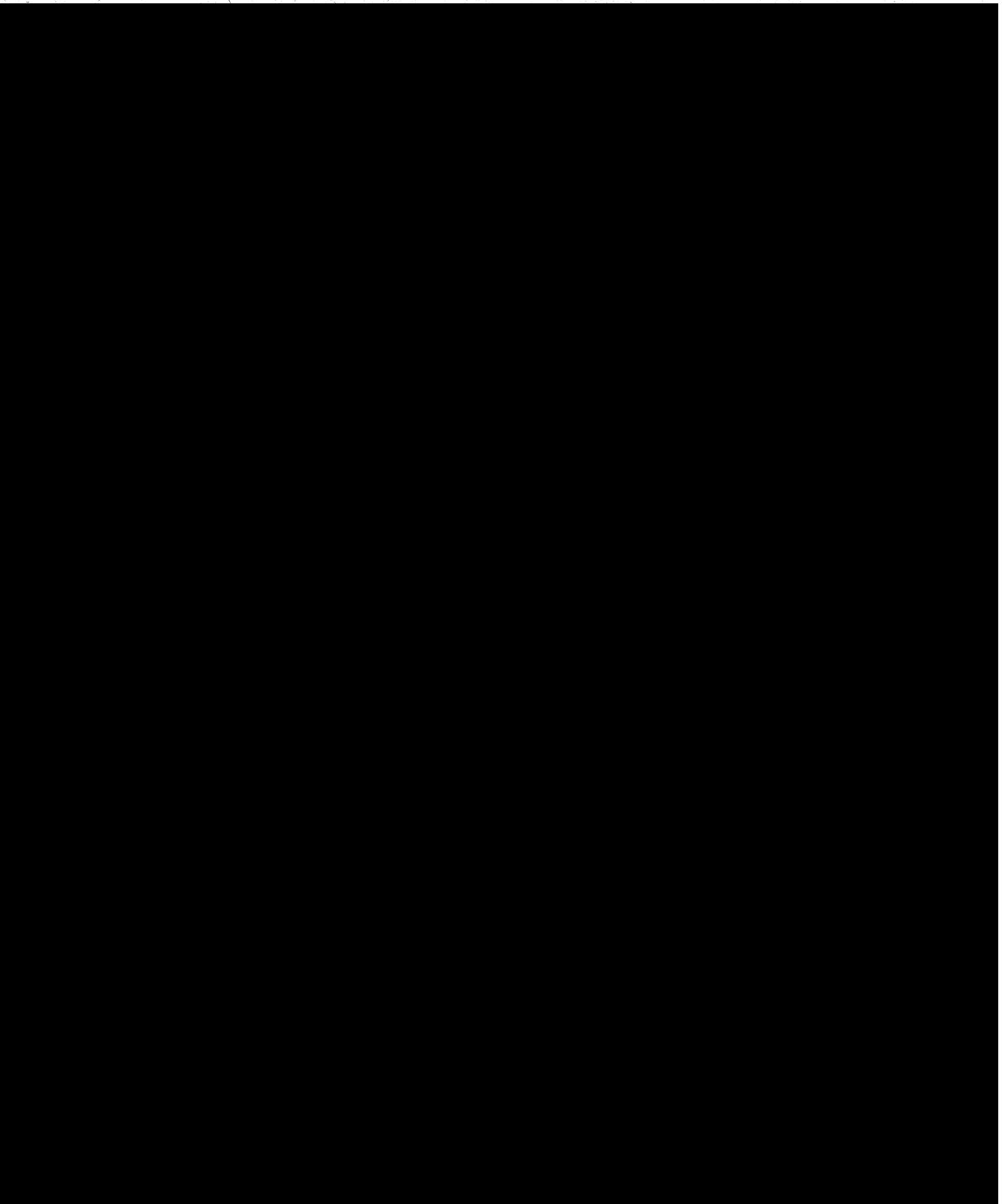
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OPERATIONS (DRAFTS)

5 of 5

SECRET



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Next 37 Page(s) In Document Denied